

(1) NORMAL WORK HOURS 8:00 -5:00	(2) PRIVATE VEHICLE LICENSE NUMBER [REDACTED]	(3) MILEAGE RATE CLAIMED 0.550
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(4) MONTH/YEAR		(6) LOCATION WHERE EXPENSES WERE INCURRED	(7) LODGING	(8) MEALS			(9) INCIDENTALS	(10) TRANSPORTATION					(11) BUSINESS EXPENSE	(12) TOTAL EXPENSES FOR DAY
(5)				(8) BREAK- FAST	LUNCH	O.T., L/T, N/C, RELO. OR DINNER		(A) COST OF TRANS.	(B) TYPE USED	(C) CARFARE, TOLLS, PARKING	(D) PRIVATE CAR USE			
DATE	TIME										MILES	AMOUNT		
17	1700	Sacramento						PC		30.00	16.50		16.50	
18	0900	Sacramento						PC		30.00	16.50		16.50	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
											0.00		0.00	
(13) SUBTOTALS			0.00	0.00	0.00	0.00	0.00		0.00	60.00	33.00	0.00	33.00	

COLUMN CODE (ACCTG. USE ONLY)	
CLAIM TOTAL	\$33.00

<p>(14) PURPOSE OF TRIP, REMARKS AND DETAILS (Attach receipts/vouchers when required).</p> <p>April 17 - Speaker/attended CAADPE Conference, Doubletree Hotel Sacramento</p> <p>April 18 - Speaker/attended CARA Conference, Hilton Sacramento Arden West</p>	<p>AGENCY ACCOUNTING OFFICE USE ONLY</p> <p>PAID BY REVOLVING FUND CHECK NUMBER</p>
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<p>(15) I HEREBY CERTIFY That the above is a true statement of the travel expenses incurred by me in accordance with DPA rules in the service of the State of California. If a privately owned vehicle was used, and if mileage rates exceed the minimum rate, I certify that the cost of operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Sections 0750, 0751, 0752, 0753 and 0754 pertaining to vehicle safety and seat belt usage.</p>			
<p>CLAIMANT</p> <p>[Redacted]</p>	<p>DATE</p> <p>4/20/09</p>	<p>(16) SIGNATURE OF OFFICER APPROVING TRAVEL AND PAYMENT</p> <p>[Redacted]</p>	<p>DATE</p> <p>4/21/09</p>
<p>(17) SPECIAL EXPENSE AUTHORIZATION - SIGNATURE and TITLE (See Item 17 on reverse)</p> <p>[Redacted]</p>			<p>DATE</p>

